

QUICK GUIDE: ADDING RESEARCH ALERTS TO THE PATIENT ADMINISTRATION SYSTEM [PAS]

There one alerts in PAS for Research. This alerts is shown as a red triangle Δ in the patient banner of PAS.

TO ADD A RESEARCH ALERT TO A PATIENT

- I) Select 'Patient Search' 1. Select the patient you wish to add the alert to from the 'Search' drop DSU Online 🥭 BM0001 - Report View... 🎯 BM0001 - Report View... 関 Hot DSU Online down St. Vincent's Hospital Melbourne T2:V10.14 💎 🥸 🐻 📾 🛎 🖻 n 🗢 🖬 🖬 🕐 🗵 Y - Function ✓ — Printing -AL Visit Number arch Type Range 2 years ➤ Femal Next >> II) Enter the UR or Surname or other III) Left Click the identifier to locate the patient in PAS Search button
- 2. Once the patient is Selected add the alert (Please double check you have the right patient)



3. Use the Alert Pop up to add the Alert to the selected Patient

Alert	Add Alert	I) Select 'Clinical Trial' from the 'Alert' drop down
Alert Requested By Date Activated Next Review Date End Date	03 Aug 2021 00 00 00 00 00 00 00 00 00 00 00 00 00	II) Use the calendar icon to add the Tria Start date
INFECTION STATUS		
Severity Level Reaction Comment/lab. No See MRO for	0 V further details	III) Use the comments section to add some brief information if you wish
/) Left Click the ' utton once the fo filled in	Add' orm is	lose



TO REMOVE A RESEARCH ALERT

On the completion of the research trial

- 4. Select the Patient, this is the same process as shown in *Point One* above.
- 5. Click the red triangle A displayed in the patient banner, this will take you to the alerts section for that patient.
- I) Left Click on the Red Triangle in the alerts section for 6. Open the research Alert 🔄 📝 📝 🗐 🗉 --- Labels & Forms --- 🗸 ---V --- Record C Alert History Deleted Alerts multiple types of alerts Level Doc See MRO for further details Clinical Trial 03 Aug 2021 RESEARCH Aaron Stork . No The 'Update Alert' Pop up form will display 7. ? = X Alert Category RESEARCH Alert Clinical Trial Alert Requested By 9 03 Aug 2021 👸 🛄 Date Activated Ö 🔳 Next Review Date Ö 🔳 End Date INFECTION STATUS \mathbf{v} I) Left Click the 'Delete' button. When Site prompted by another pop up, confirm the Severity Level 0 ~ deletion by left clicking 'OK' Reaction Comment/lab. No NB: You can update most of the fields of Please see MRO for further details the alert in this screen Update Link Document Delete Cancel

NB: PAS keeps an audit history of deleted/modified alerts, these can be viewed by Left Clicking on the 'Deleted Alerts' Button or to view past modifications to alerts – by Left Clicking on the 'Alert History' Button.

2000 0 110110	1 ano aono	·	0.0400.000	maintonariov	r anone ovarion		
DoB Contraction of the second se	Gender Male						
Address 21/8 TRENERRY	Y CRES			Phone and email			
💐 🖬 🖬 🔰	🗉 — Labels & Forms —	✓ — Information —	✓ — Record Coding —	✓ – PMI Information –	✓ — Functions —	✓ NEW FUNCTIONS	\sim
Alert History	D	eleted Alerts					
		Carlanda and a contraction of the	the second second second second second	and the second			